# TOWN OF STRATHAM
# Machine Guarding Policy

## 1. Purpose

- To protect employees from the hazards associated with machine operation.
- To ensure compliance with New Hampshire Department of Labor Standards **1403.08, Belt Sanding Machines; 1403.34, Guards; 1403.39, Jointers; 1403.46, Machine Guarding; 1403.47, Machinery in a Fixed Location; 1403.48, Mechanical Power Presses; 1403.62, Revolving Drums.**

## 2. Responsibilities

- **Employer shall:**
  1. Evaluate all machinery in the workplace to determine if any hazards are present which may endanger or cause injury to employees.
  2. Take necessary measures to guard any machine part, function or process that may cause injury.
  3. Ensure that machinery designed for use in a fixed location is anchored to prevent walking or moving during normal operation.

- **Employee shall:**
  1. Operate machinery only when all necessary machine guards are in place and working correctly.
  2. Must not remove any machine guard unless authorized to do so and has appropriately de-energized equipment.
  3. Report all missing and malfunction machine guards to employer immediately upon discovery.

## 3. Procedural Overview

- **Machine Hazard Evaluation-**
  1. All of the following hazardous motions and actions must be safeguarded:
     a) Rotating (including in-running nip-points);
     b) Reciprocating;
     c) Transversing;
     d) Cutting;
     e) Punching;
     f) Shearing; and
     g) Bending.

- **Machine Guard Requirements-**
  1. All machine guards shall:
     a) Prevent hands, arms, or any other part of a worker's body or clothing from coming in contact with dangerous moving parts;

b) Be secure so that they may not be easily removed or tampered with;
c) Protect objects from falling into moving parts of machinery;
d) Not create any new hazards due to its construction;
e) Not cause any interference for the machine process or the operator; and
f) Allow for safe lubrication.

2. The following types of safeguards are acceptable forms of protection against the hazards of machinery operation:
   a) Fixed, interlocked, adjustable and self adjusting guards;
   b) Presence-sensing, pullback and restraint devices;
   c) Restraints;
   d) Safety trip, two-handed and two-hand trip safety controls;
   e) Gates;
   f) Location and Distance;
   g) Automatic and semi-automatic feeding machinery;
   h) Automatic and semi-automatic ejection machinery; and
   i) Any other method that protects against the hazards of machinery operation.

- **Special Provisions-**
  1. Guards for mechanical power transmission equipment must be made or metal or other rigid material.
  2. Wood guards may be used in the wood working and chemical industries, in industries where atmospheric conditions would rapidly deteriorate metal guards, or where temperature extremes make metal guards undesirable.
  3. Any machinery designed for use in a fixed location must be securely anchored to prevent walking or moving during normal operation.
  4. **Mechanical Power Press Provisions:**
     a) Point-of-operation guards must be used to prevent entrance of fingers or hands into the point-of-operation by reaching around, through, over and under the guard.
     b) Guards must be placed over the treadle of foot-operated presses.
     c) On presses with pedal counterweights must have the path of travel of the weight enclosed.
     d) Machines using full revolution clutches shall incorporate a single stroke mechanism except where automatically fed in continuous operation and where the points of operation are safeguarded by a fixed barrier guard.
  5. **Revolving Drum Provisions:**
     a) Revolving drums, barrels, or containers must be guarded by an interlocked guard that prevents the drum from revolving unless the guard enclosure is in place.
  6. **Jointer Provisions:**
     a) Hand fed jointers with a horizontal cutting head shall have:
        I. An automatic guard which shall cover the section of the head on the working side of the fence or cage;
        II. A guard that covers the back of the cage or fence; and
        III. A guard that automatically adjusts itself to cover the unused portion of the head and that remains in the contact with the material at all times.